

Churchill County Mosquito, Vector and Noxious Weed Abatement District
Board of Trustees
Churchill County, Nevada
7400 Reno Highway
Fallon, NV 89406
Meeting October 9, 2025
OPEN MEETING SESSION

1. Call to Order

Chairman Grondin called the meeting to order at 5:30 PM.

BOARD OF TRUSTEES

Richard Grondin, Chairman
David Brown, Vice-Chairman
Marion Jonte, Trustee
Kevin Porteus, Trustee

Jeff Weed, Legal Counsel
JD MacKay, District Manager
Kori Meyer, Board Secretary

Public Present

Matt Clark
Cindy McGarrah
Lee Barkdull

2. Pledge of Allegiance:

All stood for the Pledge of Allegiance.

3. Public Comment:

NONE

4. Discussion and Possible Action Re: Review and Adoption of the Agenda:

Trustee Jonte made a motion to approve the Agenda as written. Trustee Porteous seconded the motion. The motion carried unanimously with no opposition.

5. Discussion and Possible Action Re: Approval of Minutes from September 11, 2025:

Trustee Porteous made a motion to approve the minutes as read from the September 11, 2025 meeting. Trustee Brown seconded the motion. The motion carried unanimously with no opposition.

6. Certificate of Posting:

District Manager MacKay noted that the agenda was posted in accordance with N.R.S. Statutes.

7. Correspondence:

- 9-5-25 0 Hannah Romo – CA Dept. of Public Health – Sentinel chicken sample results
- 9-24-25 – Hannah Romo – CA Dept. of Public Health – Sentinel chicken sample results – All negative

District Manager spoke in regards to both pieces of correspondence, noting that they were related. These are the test results that we have received from the Department during the month of September.

8. Appointments:

Discussion and Possible Action Re: filling the vacant seat on the Board.

Two applications were received for the vacant position on the Board of Trustees. Cynthia (Cindy) McGarrah and Edward (Lee) Barkdull, applicants, were both present.

Legal Counsel Weed stated that the Board could hold a discussion and vote if they wished, noting that this appointment would be for the remainder of the term ending January 2027. There would have to be a majority vote to confirm the appointee.

Trustee Jonte asked to hear from each of the applicants. Ms. McGarrah and Mr. Barkdull both gave brief summaries of their backgrounds.

The Board made a decision to take a vote. Chairman Grondin asked for a show of hands in favor of Ms. McGarrah. One hand was raised. Chairman Grondin then asked for a show of hands in favor of Mr. Barkdull. Three hands were raised.

Trustee Porteous made a motion to appoint Lee Barkdull to the vacant seat on the Board. Trustee Jonte seconded the motion. The motion carried unanimously with no opposition. The position begins immediately and is effective for the remainder of the term. Mr. Barkdull will be sworn in as a Board Trustee before the beginning of the November meeting.

9. Old Business:

Discussion and possible action re: purchasing a washer and dryer for the District

This was tabled from the previous meeting to gather more pricing information, which will be addressed in the District Manager's report. The purchase has already been approved, and the information is being provided to keep the Board up to date.

10. New Business

Discussion and possible action re: adoption of the Purchasing Policy

District Manager MacKay noted the District does not currently have a Purchasing policy, but feels that one is needed. To date, the District has been bringing information regarding purchases outside of day-to-day operational needs to the Board for approval, which it turns out hasn't actually been necessary. As an example, the budget has a line item of \$100,000.00 for vehicle purchases. When the budget is approved, it is giving the District the authority to purchase a vehicle without having to ask the Board to vote on it, as long as the cost isn't above \$100,000.00. District Manager MacKay feels

that putting a purchasing policy in place is in the best interest of the Board, the District and the public. After further discussion, it was decided that the District will put together some pricing parameters for consideration and present them at the next Board meeting. Chairman Grondin made a motion to table discussion and possible action re: adoption of the Purchasing Policy until the November meeting. Trustee Brown seconded the motion. The motion carried unanimously with no opposition.

11. District Manager's Report and Operations Review

- District Manager MacKay reported the chemical usage, zone coverages and Service requests received for September.
- The District sent out the specifications for a weed truck replacement to four dealers. The price quote included in the Board packet is the only one we got back. District Manager addressed the reasoning behind the specifications that the District requested, then stated that the purchase could move ahead once the purchasing policy is in place after the November meeting.
- District Manager presented the electrical and plumbing quotes that were requested for the installation of a washer and dryer at the facility. The District would like to move forward with this project. After verifying that the employees would utilize the machines for their work clothes, the Board agreed that no further discussion is needed. The District will move ahead.
- The District ordered the work shirts as specified. They are currently at D50 Custom Designs awaiting logo placement.
- The surplus item auction was publicized via the District website and social media. As of this meeting, no bids have been received. The District will extend the auction by one week to see if more interest can be generated.
- District Manager MacKay briefly explained the profit and loss report and the current expenditures for the benefit of the Board. He also answered questions regarding the actual expenditure for aerial spraying vs what is in the budget, explaining that if Jerry Frey does end up retiring this year our cost to bring in sprayers from Sacramento (California) or Salt Lake City (Utah) is going to go from about \$3000 per flight (using Jerry Frey) to around \$30,000. He put the higher amount into the budget to prepare for that possibility.

12. Board Member's Report

NONE

13. Requests for Future Agenda Items

- Discussion and possible action re: Approval of Purchasing Policy
- Discussion and possible action re: purchase of weed truck

14. Discussion and possible action re: Approval of Expenditures

Trustee Brown made a motion to approve the expenditures. Chairman Grondin seconded the motion. The motion passed unanimously with no opposition.

15. Public Comment

NONE

16. Adjournment

Trustee Brown made a motion to adjourn the meeting. Trustee Porteous seconded the motion. The motion passed unanimously with no opposition. The meeting was adjourned at 6:56 PM.

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SIGNATURE

Chairman or Vice-Chairman

Date